

Town of Huntington Economic Development Corporation Meeting of September 4, 2012

The Town of Huntington

Economic Development Corporation

100 Main Street, Huntington, New York

Tuesday, September 4, 2012 at 7 pm

Huntington Town Hall, 100 Main Street, Huntington, NY 11743

COMBINED MEMBER / BOARD OF DIRECTORS

AGENDA

1. Call meeting to Order.
2. Determine if Quorum present.
3. Organizational Matters.
  - Resolution 9-04-2012 (1): APPROVAL OF THE MEETING MINUTES OF JUNE 18, 2012 (ANNUAL MEETING) WITH RESOLUTION RATIFYING AND CONFIRMING ALL OF THE CORPORATE RESOLUTIONS MADE AND APPROVED THEREAFTER
  - Resolution 9-4-2012 (2): AUTHORIZING FUNDING IN THE AMOUNT OF \$2,000 FOR EDC SPONSORSHIP OF HUNTINGTON AWARENESS DAY PARADE & FAIR
  - Resolution 9-4-2012 (3): ADOPTING BOARD OF TRUSTEES NOMINATION AND SELECTION PROCESS POLICY
  - Resolution 9-4-2012 (4): AUTHORIZING CHAIR TO EXECUTE AN AGREEMENT WITH RENAISSANCE DOWNTOWNS, LLC, NUNC PRO TUNC
  - Resolution 9-4-2012 (5): AUTHORIZING THE CHAIR TO EXECUTE AN AGREEMENT WITH THE TOWN OF HUNTINGTON VILLAGE CONSORTIUM GROUP FOR A PARKING STUDY OF HUNTINGTON VILLAGE
  - Resolution 9-4-2012 (6): AUTHORIZING EDC SPONSORSHIP OF HUNTINGTON STATION HAPPY HELPERS ANNUAL PEACE DAY PLANTING AT GATEWAY PARK ON SEPTEMBER 22, 2012
  - Treasurer's Report

Updates/Discussions

- Renaissance Downtowns Update, Ryan Porter

Town of Huntington Economic Development Corporation Meeting of September 4, 2012

- Huntington Station Plaza Update, Joan Cergol
- 12 Academy Place (Gateway Park Expansion) Huntington Station and associated grant application to New York State, Joan Cergol
- BOA (Brownfields Opportunity Area) Grant Update, Doug Aloise
- Rainwater Harvesting Garden at Huntington Train Station, Joan Cergol
- Public Relations program for TOH EDC, David Pennetta
- Mark your calendars for Huntington Awareness Day Parade & Fair, Saturday, September 22<sup>nd</sup> from 11am until 5pm.
- Resolution 9-04-2012 (7): ADJOURNMENT

- Resolution 9-04-2012 (1): APPROVAL OF THE ANNUAL MEETING MINUTES OF JUNE 18, 2012 WITH RESOLUTION RATIFYING AND CONFIRMING ALL OF THE CORPORATE RESOLUTIONS MADE AND APPROVED THEREAFTER

Resolution offered by \_\_\_\_\_, and seconded by \_\_\_\_\_.

WHEREAS, the Corporation's Directors and Members have reviewed the attached draft corporate minutes of the Corporation's June 18, 2012 combined Member / Director Annual meeting; and

WHEREAS, the Corporation wishes to ratify and confirm all of the corporate resolutions made and approved thereat.

*NOW, THEREFORE, BE IT RESOLVED*, that the Corporation hereby authorizes and approves the attached corporate minutes as the official corporate record of the Corporation's June 18, 2012 combined Member / Director Annual meeting, and ratifies and confirms all of the corporate resolutions made thereat.

Doug Aloise --

Jennifer Casey --

Ken Christensen –

Jim Kaden –

Peggy Karayianakis -

David Pennetta –

Rob Ripp –

Johanna Stewart-Suchow –

Dolores Thompson –

- Resolution 9-4-2012 (2): AUTHORIZING FUNDING IN THE AMOUNT OF \$2,000 FOR EDC SPONSORSHIP OF HUNTINGTON AWARENESS DAY PARADE & FAIR

Resolution offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

WHEREAS, last year the Corporation served as a “Unity in the Community” Fair Sponsor of the Annual Huntington Awareness Day Event to promote patronage, appreciation and positive awareness to Huntington Station, and

WHEREAS, the event is attended by thousands who gather in Huntington Station to celebrate unity in the community and enjoy a fun day in Huntington Station; and

WHEREAS, the purpose of the event is in keeping with the Corporation’s mission to attract and promote economic development throughout the Town and the revitalization and appreciation of Huntington Station;

*NOW, THEREFORE, BE IT RESOLVED*, that the Corporation hereby authorizes sponsorship funding in the amount of \$2,000 to become a “Unity in the Community” Fair Sponsor of Huntington Awareness Day, 2012.

Doug Aloise --

Jennifer Casey --

Ken Christensen –

Jim Kaden –

Peggy Karayianakis -

David Pennetta –

Rob Ripp –

Johanna Stewart-Suchow –

Dolores Thompson –

- Resolution 9-4-2012 (3): ADOPTING BOARD OF TRUSTEES NOMINATION AND SELECTION PROCESS POLICY

Resolution offered by:

and seconded by:

WHEREAS, it is in the best interests of The Town of Huntington Economic Development Corporation (the "Corporation") to articulate a process for the nomination and selection of persons to serve as trustees of the Corporation, by, among other things, (i) providing a general description of the attributes and qualifications to be sought in a candidate, such as experience, background, skills, and expertise, which attributes and qualifications will likely vary from time to time depending upon the then current composition of the Board, and (ii) describing the process for filling vacancies occurring on the Board of Trustees by reason of newly created trusteeships or otherwise.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees Nomination and Selection Process document previously circulated to the Trustees and affixed as an exhibit hereto is hereby adopted as the official policy of the Corporation for the nomination and selection of trustees of the corporation.

Doug Aloise --

Jennifer Casey --

Ken Christensen –

Jim Kaden –

Peggy Karayianakis –

David Pennetta –

Rob Ripp –

Johanna Stewart-Suchow –

Dolores Thompson –

EXHIBIT PER RESOLUTION 9-4-2012 (3)

**THE TOWN OF HUNTINGTON ECONOMIC DEVELOPMENT  
CORPORATION**

**BOARD OF TRUSTEES NOMINATION AND SELECTION PROCESS**

It is in the best interests of The Town of Huntington Economic Development Corporation (the “TOH EDC”) to articulate a process to guide the nomination and selection of persons to serve as trustees of the corporation.

Trustee Qualifications

In keeping with these best interests, each person selected to serve as a trustee of the TOH EDC shall: (i) exhibit a history of notable and significant achievements in business, the not-for-profit community, education, and/or government / public service; (ii) possess the requisite intelligence, education and professional experience necessary to make a significant contribution to the Board of Trustees and, along with the existing trustees, shall offer the broad range of skills, diverse perspectives, and background required to maximize the quality of the Board’s deliberations and its overall performance to the fullest; and (iii) offer the highest of ethical standards, a strong sense of professionalism, and an intense dedication to serving the interests of the residents of the Town of Huntington community.

The following attributes and qualifications will be sought and given material consideration in evaluating a person’s potential contribution and overall candidacy for service as a trustee of the corporation.

- Management and Leadership Experience – Relevant experience should include, at a minimum, proven leadership ability by service in a current and/or past leadership role for one or more for-profit and/or not-for-profit organizations, educational institutions, and/or governmental agencies or departments, with responsibilities in the area(s) of finance and economics, accounting, legal, technology, real estate (commercial and/or residential),

planning and governmental affairs, public relations, business development, and/or project development.

- A Skilled and Diverse Background – All candidates must possess the aptitude and experience required to understand and appreciate fully the legal responsibilities imposed and fiduciary duties required by service as a trustee and by his or her undertaking to fulfill the governance requirements and satisfy the operational needs of a public authority, as well as the personal qualities necessary to make a material contribution to the Board and enhance its deliberations and performance, including, without limitation, personal and professional abilities, integrity, intelligence, independence, relevant professional background, the ability to work with large and complex organizations and on large and complex projects, expertise in areas of particular importance to the TOH EDC's operations, mission, and objectives, and the ability to understand the TOH EDC's corporate (and its officers' and trustees' fiduciary) responsibilities.

#### Nomination and Selection Process

When a vacancy shall occur on the Board of Trustees, by reason of newly created trusteeships or otherwise, the Board shall seek to identify one or more candidates to fill the vacancy, investigating each such candidate and evaluating his or her suitability for service on the Board. Professional experience in fields relevant to the TOH EDC's operations, mission, and objectives (including experience that complements the expertise and experience of the then serving trustees) shall be given primary consideration.

The Board of Trustees shall seek to identify persons with specific qualifications who, if elected to the Board, would augment the newly constituted Board by enhancing the diversity of experience, perspective, background, expertise, skills, age, gender, race, and ethnicity represented on the Board and necessary to fulfill its goals and objectives. These specific qualifications will likely vary from time to time, depending upon the then composition of the Board. Consideration will therefore be given to assuring that the Board, as a whole, adequately reflects the diversity of the Town of Huntington as a whole (including the diversity of its residents and business and not-for-profit communities), and offers the skills and knowledge necessary to fulfill the TOH EDC's mission and purpose.

- Resolution 9-4-2012 (4): AUTHORIZING CHAIR TO EXECUTE AN AGREEMENT WITH RENAISSANCE DOWNTOWNS, LLC, NUNC PRO TUNC

Resolution offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

*WHEREAS*, during April 2011, the Town of Huntington, in cooperation with The Town of Huntington Economic Development Corporation (the “Corporation”) and The Town of Huntington Community Development Agency (collectively, the “Requesting Parties”), issued a Request for Qualifications (“RFQ”) for a master developer with extensive knowledge and experience in real estate development (a “Master Developer”) to help formulate and implement a Phase II plan (i) to complement, strengthen and build upon existing revitalization concepts and accomplishments to date in Huntington Station, (ii) to formulate and implement new development and redevelopment ideas and strategies for, among other things, the stimulation of job growth and the generation of additional tax revenues and greater economic development opportunities in the years and decades to come, and (iii) to help structure strategic alliances and partnerships to achieve the next level of revitalization in Huntington Station (collectively, a “Phase II Action Plan”); and

*WHEREAS*, on June 1, 2011, the Requesting Parties received responses to the RFQ, which responses were reviewed by a selection committee comprised of representatives from each of the Requesting Parties, with said selection committee overwhelming recommending the selection of Renaissance Downtowns LLC to serve as Master Developer given its acknowledged expertise and leadership in the holistic and comprehensive redevelopment of suburban downtowns; and

*WHEREAS*, in its service as Master Developer, Renaissance Downtowns LLC shall be responsible for all costs incurred in connection with development of the Phase II Action Plan for Huntington Station, and no payment shall be due by any of the Requesting Parties to the Master Developer for its Phase II Action Plan efforts or for any other service provided by it as Master Developer.

*NOW, THEREFORE, BE IT RESOLVED*, that Rob Ripp in his capacity as President of the Corporation is hereby authorized, nunc pro tunc, to execute an agreement (and any and all amendments which may be made thereto) with Renaissance Downtowns LLC (or an affiliate controlled by Renaissance Downtowns LLC) on terms and conditions deemed by him to be in the best interests of the Corporation and at no cost to the Requesting Parties.

Doug Aloise --

Jennifer Casey --

Ken Christensen –

Jim Kaden –

Peggy Karayianakis -

David Pennetta –

Rob Ripp –

Johanna Stewart-Suchow –

Dolores Thompson –

- Resolution 9-4-2012 (5): AUTHORIZING THE CHAIR TO EXECUTE AN AGREEMENT WITH THE TOWN OF HUNTINGTON VILLAGE CONSORTIUM GROUP FOR A PARKING STUDY OF HUNTINGTON VILLAGE

Resolution offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

WHEREAS, The Town of Huntington Economic Development Corporation, the Huntington Village Business Improvement District, the Huntington Township Chamber of Commerce and The Paramount Theatre LLC d/b/a The Paramount have all concurred with the Town of Huntington (hereinafter “Huntington Village Parking Consortium Group”) that significantly more parking in the downtown area of Huntington Village is required to meet the growing demand generated by its vibrant retail, dining, cultural and entertainment environment and to support its future economic growth and strength; and

WHEREAS, the Horizons 2020 Comprehensive Plan recommends, “A reexamination of structural solutions whose design and architectural elements can enhance visual appearance and utility and/or replace impervious and environmentally destructive expanses of asphalt with new green space should be considered;” and

WHEREAS, the Huntington Township Chamber of Commerce Parking Committee has recommended to the Town of Huntington the firm of Nelson Nygaard Consulting Associates, which specializes in parking management planning; and

WHEREAS, the Huntington Village Parking Consortium Group has agreed to enter into a joint venture for the purpose of employing a Parking Consultant Specialist, whereby each of the participants in the Parking Consortium Group shall pay one-fifth (1/5) of the total cost or \$7,906 per participant to engage a Parking Consultant Specialist;

NOW, THEREFORE BE IT RESOLVED that on behalf of the Town of Huntington Economic Development Corporation, the Chair is authorized to execute a joint venture agreement by between and among: Huntington Village Business Improvement District, Huntington Township Chamber of Commerce, The Paramount Theatre LLC d/b/a The Paramount and, Town of Huntington, (herein referred to as “Huntington Village Parking Consortium Group.”

Doug Aloise --

Jennifer Casey --

Ken Christensen –

Jim Kaden –

Peggy Karayianakis -

David Pennetta –

Rob Ripp –

Johanna Stewart-Suchow –

Dolores Thompson –

- Resolution 9-4-2012 (6): AUTHORIZING EDC SPONSORSHIP OF HUNTINGTON STATION HAPPY HELPERS ANNUAL PEACE DAY PLANTING AT GATEWAY PARK ON SEPTEMBER 22, 2012

Resolution offered by \_\_\_\_\_ and seconded by \_\_\_\_\_

WHEREAS, The Corporation has been asked to serve as the sponsor of Huntington Station Happy Helpers Peace Day 2012 planting; and

WHEREAS, the Huntington Station Happy Helpers Earth Day Event involves a planting project in Huntington Station at the Town's Gateway Park property, on September 22, 2012 following the Huntington Awareness Day Parade; and

WHEREAS, the Corporation is desirous of cultivating volunteerism, beautification and clean-up of the Huntington Station Revitalization area in proximity to its projects and as such supports this worthy endeavor; and

*NOW, THEREFORE, BE IT RESOLVED*, that the Board hereby supports and approves the EDC's sponsorship of Huntington Station Happy Helpers Peace Day 2012 and as such shall fulfill associated insurance requirements in connection with this event.

Doug Aloise --

Jennifer Casey --

Ken Christensen –

Jim Kaden –

Peggy Karayianakis -

David Pennetta –

Rob Ripp –

Johanna Stewart-Suchow –

Dolores Thompson –

- Resolution 9-4-12 (7): ADJOURNMENT

There being no further business to come before the meeting, upon motion duly made, seconded and unanimously carried, the same was adjourned.

Offered by \_\_\_\_\_ and seconded by \_\_\_\_\_.

Doug Aloise --

Jennifer Casey --

Ken Christensen –

Jim Kaden –

Peggy Karayianakis -

David Pennetta –

Rob Ripp –

Johanna Stewart-Suchow –

Dolores Thompson –

**OUR NEXT MEETING  
WILL BE HELD ON  
TUESDAY, OCTOBER 2, 2012  
AT 7PM  
AT HUNTINGTON TOWN HALL, 100 MAIN STREET,  
HUNTINGTON, NEW YORK 11743**

THE OFFICIAL CORPORATE RECORDS OF THE TOWN OF HUNTINGTON ECONOMIC DEVELOPMENT CORPORATION ARE HOUSED AND MAINTAINED BY JOAN CERGOLO, EXECUTIVE DIRECTOR, TOWN OF HUNTINGTON ECONOMIC DEVELOPMENT CORPORATION, WITHIN THE OFFICE OF FRANK P. PETRONE, HUNTINGTON TOWN SUPERVISOR.